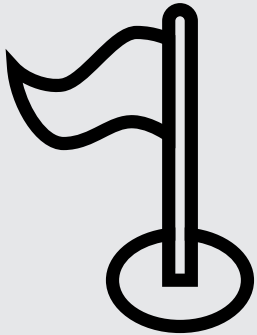


MAKING THE MOST OUT OF YOUR EXPERIENCE

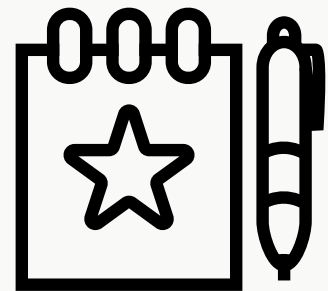
Clarify your goals - what do you want to gain?



- To network with professionals?
- Learn about types of public impact careers available?
- To research the demand for someone in your field?
- To make contact with a particular organization?
- Do you want to land an internship or full-time job?

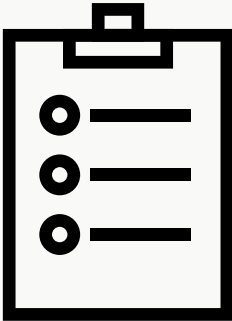
Plan out your strategy and arrive prepared

- Check the list of registered employers and research the organizations ahead of time. Make a list of the organizations you are most interested in and create a plan to visit their booths first. Keep an open mind and willingness to talk to many organizations.
- Write thoughtful questions to help you gather the information you need related to your goals, demonstrate your knowledge of the field, and show your interest in the industry.
- Create a resume detailing your education, experience, skills, and community or campus activities. Be prepared to provide a list of references or a copy of your transcript.



THE MAIN EVENT

Review the checklist of suggested items to bring:



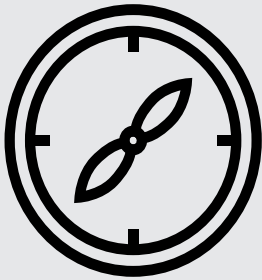
- A minimum of twenty copies of your resume
- Business cards (optional)
- Professional name badge (optional)
- A notepad and pen
- Portfolio or large capacity folder to carry your items

Dress for Success

- Professional attire is recommended.
- Your clothes help you make a positive first impression.
- Be confident, enthusiastic and polite. Courtesy and professionalism are expected and appreciated.
- Visit the [PASE website](#) for a Business Style Guide.



LAST-MINUTE TIPS



- Allow yourself a minimum of one hour to attend the fair.
- Rank your goals for attending the fair. Plan for long lines or absent employers.
- Listen and pay attention to what the recruiter is saying. Keep notes about what you talked about with each representative to utilize in a follow up email or interview.

LINKS TO HELPFUL RESOURCES

- Purdue Libraries [Career Research Portal](#)
- Purdue CCO [Schedule a Resume Review](#)
- Purdue CCO [Interview Tips](#)
- PASE [Business Style Guide](#)
- Purdue CCO [Career Closet](#)
- Order business cards from [Print and Digital Services](#)

